

Fig. 1

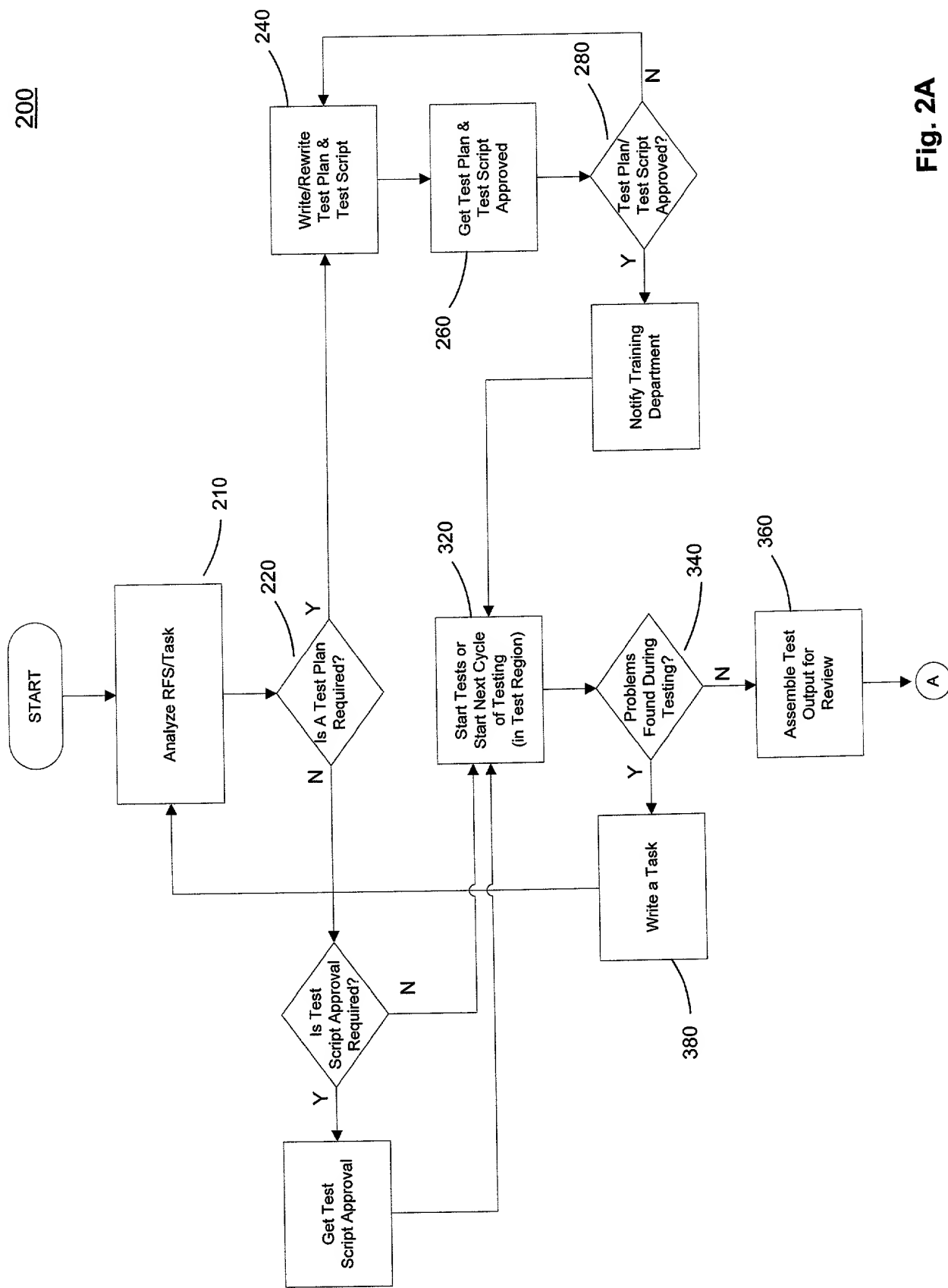


Fig. 2A

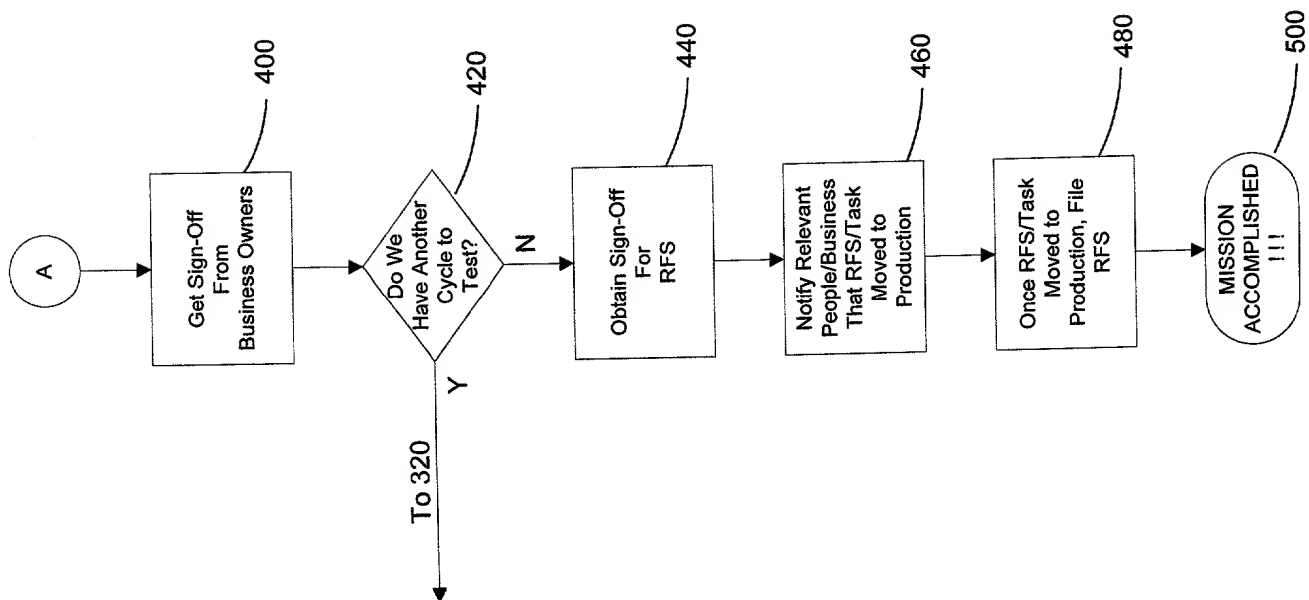


Fig. 2B

3000

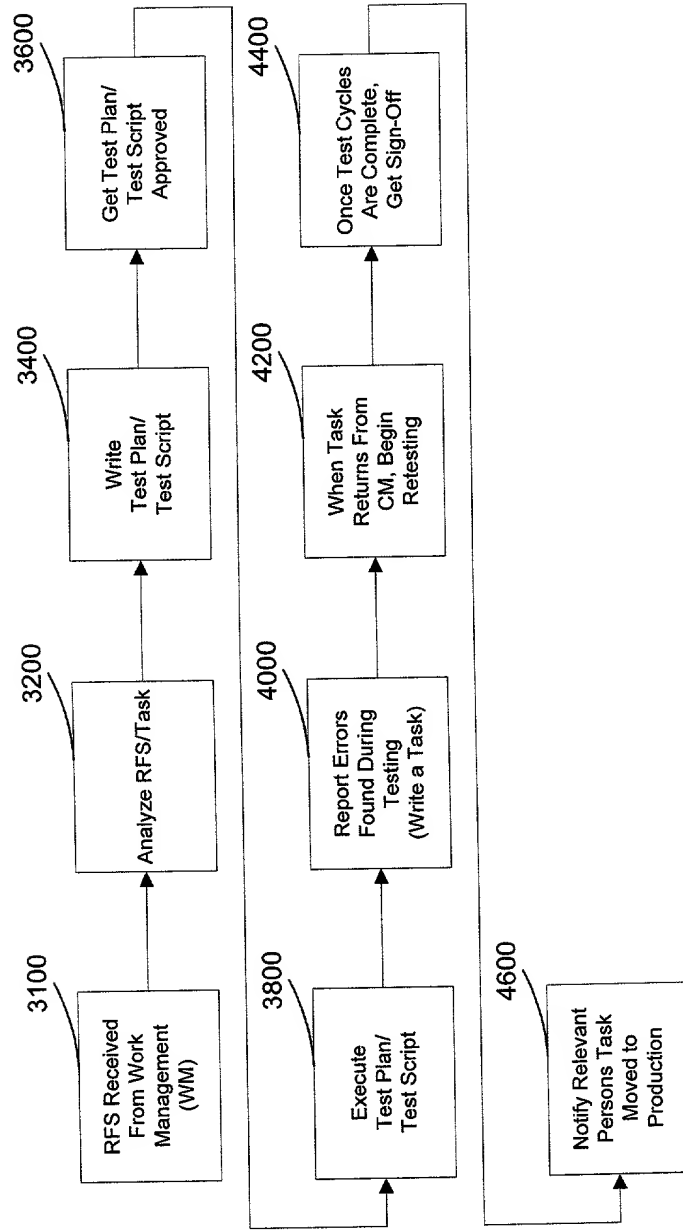


Fig. 3

5000

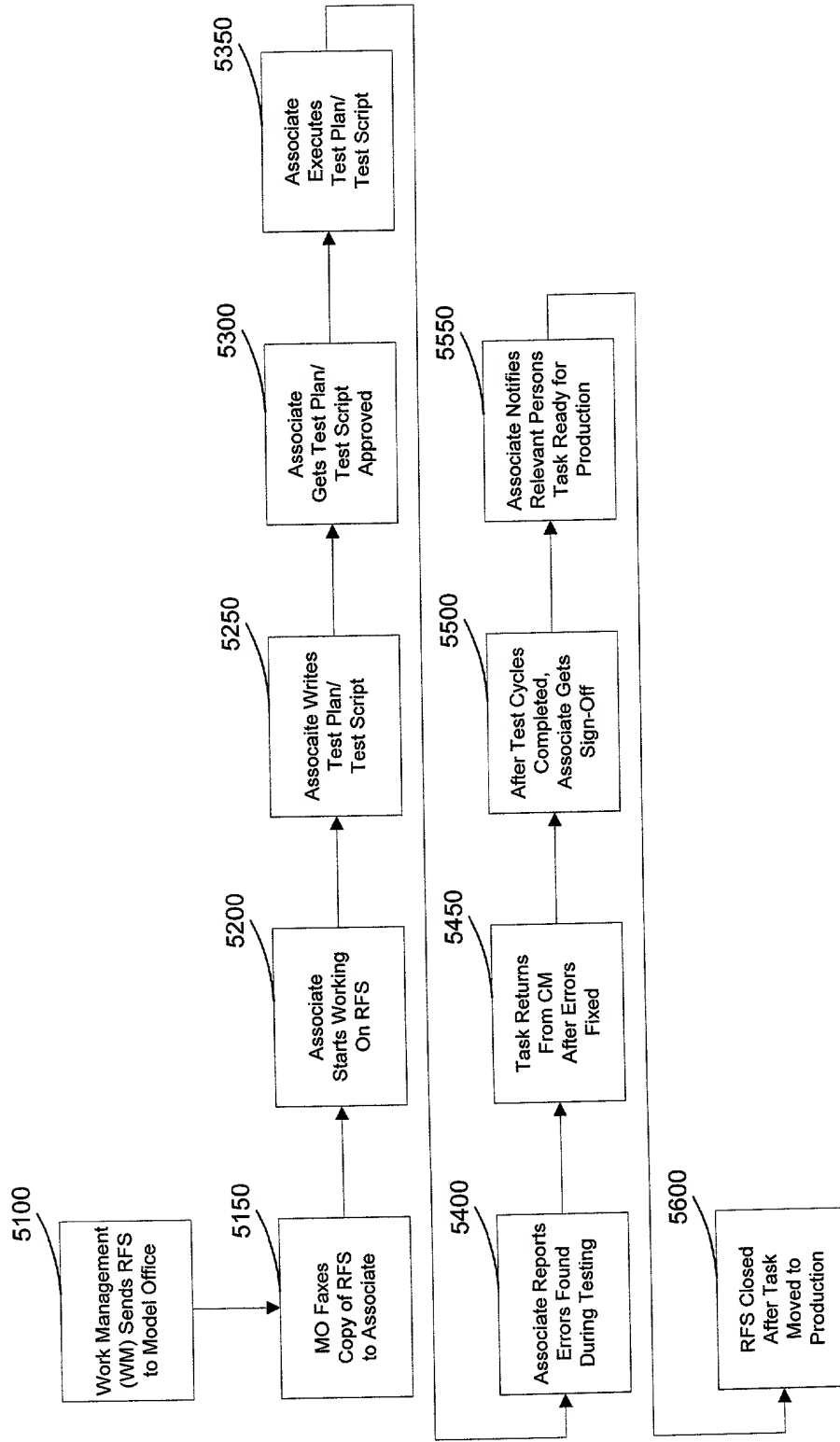


Fig. 4

6000

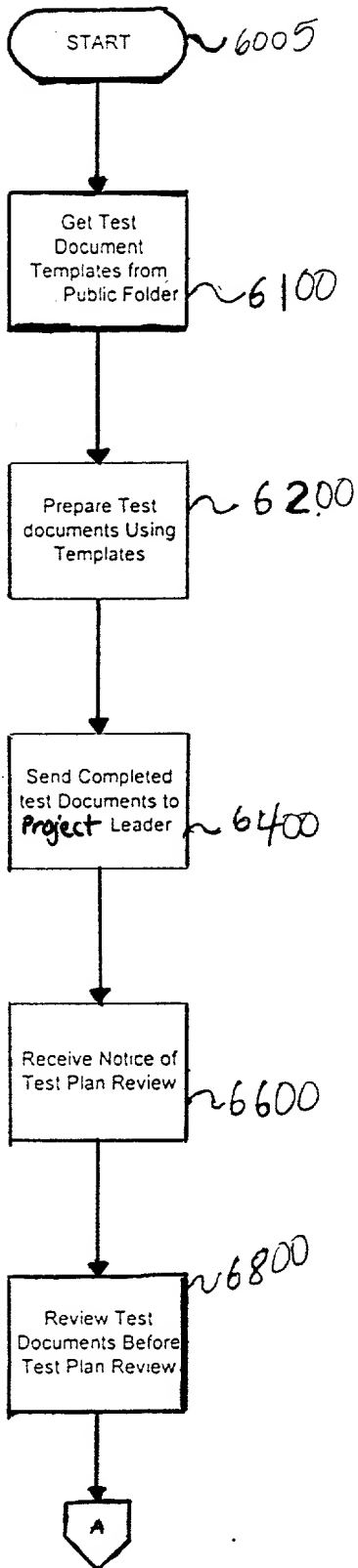


FIGURE 5A

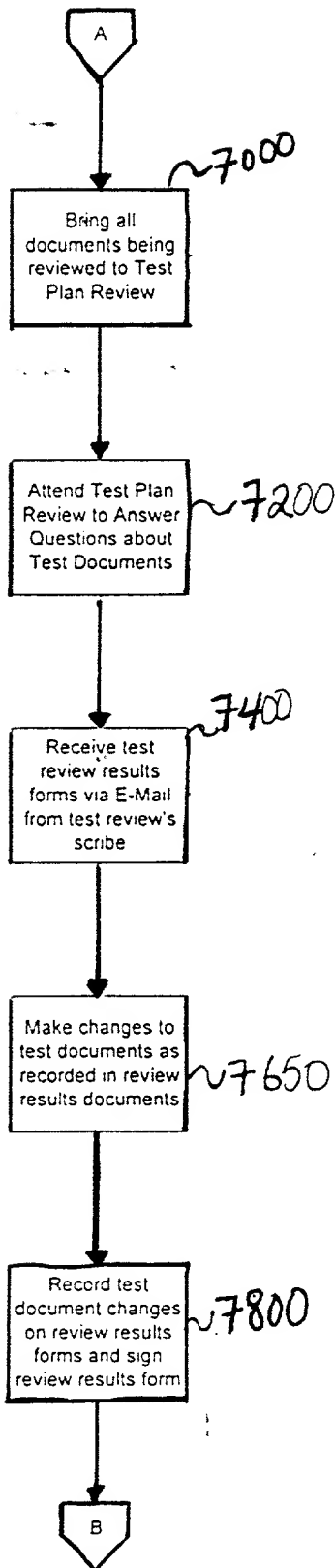


FIGURE 5B

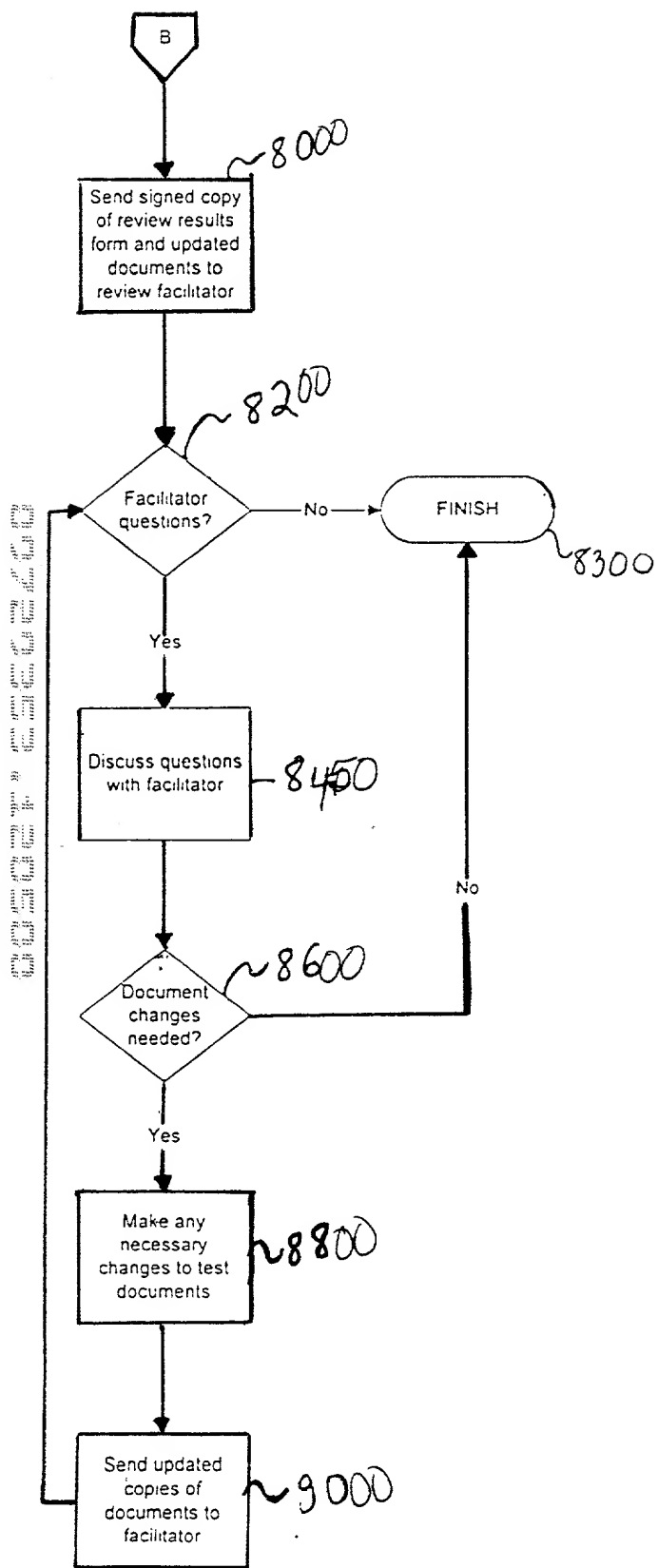


FIGURE 5C

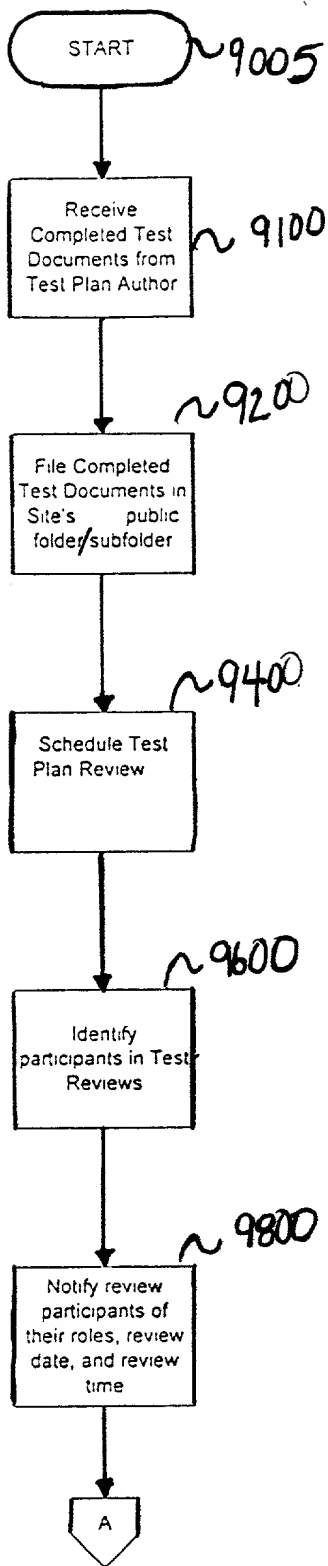


FIGURE 6A

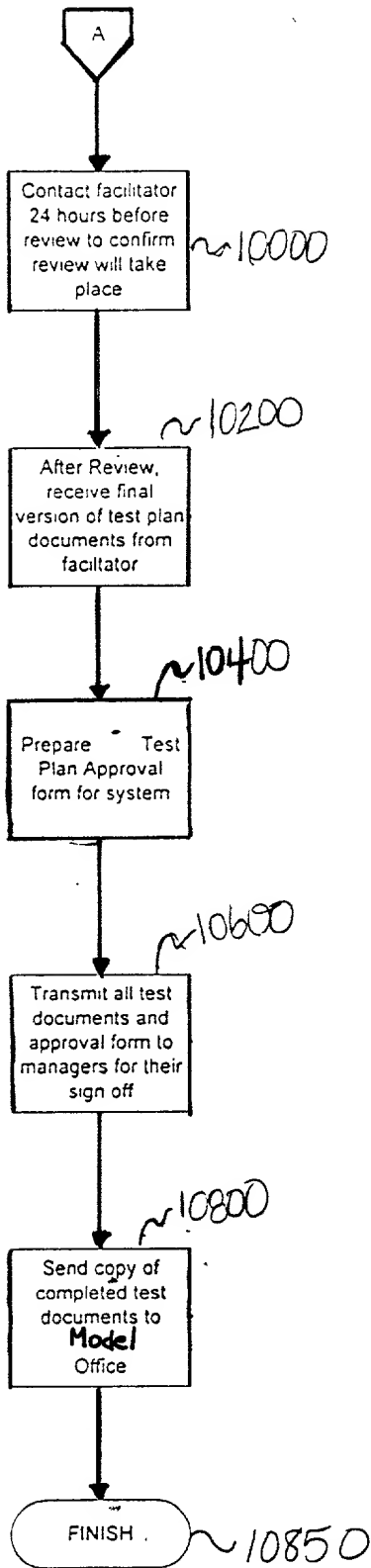


FIGURE 6B

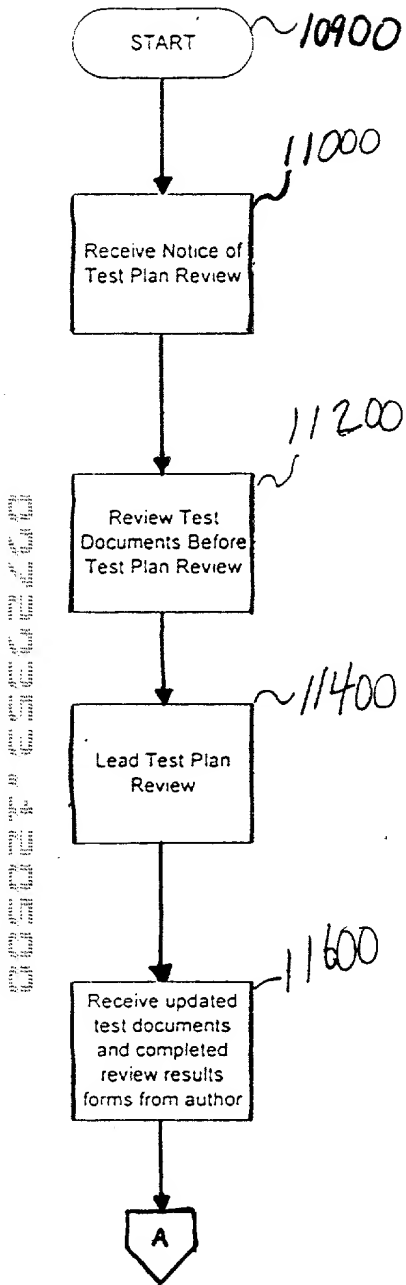


FIGURE 7A

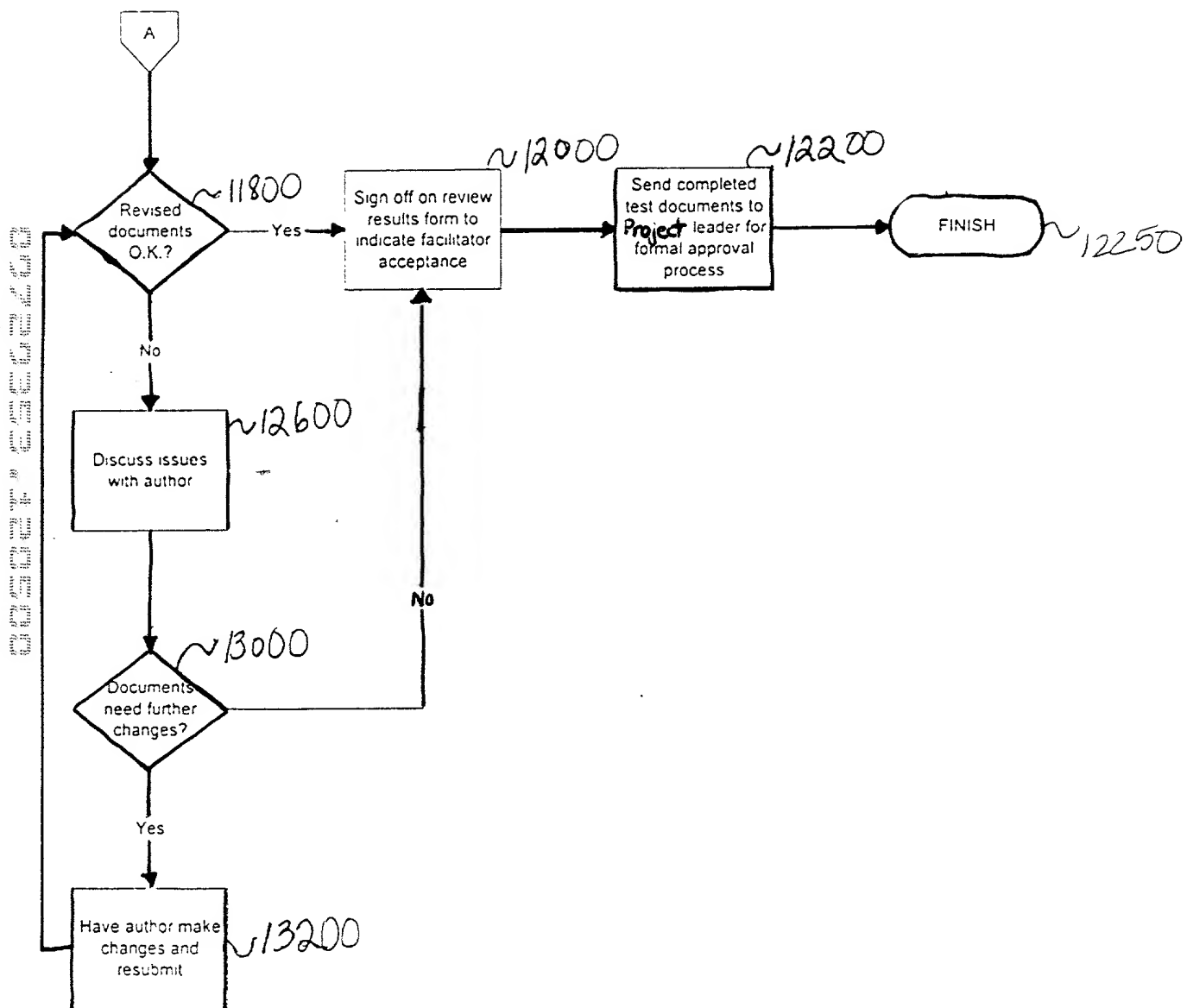


FIGURE 7B

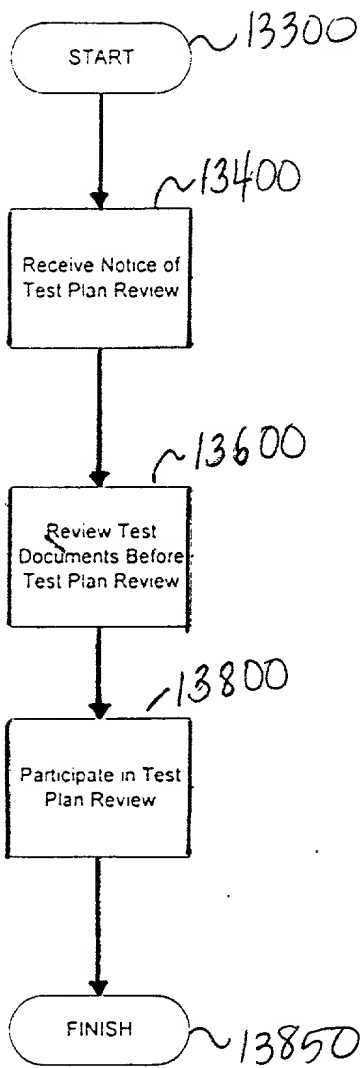


FIGURE 8

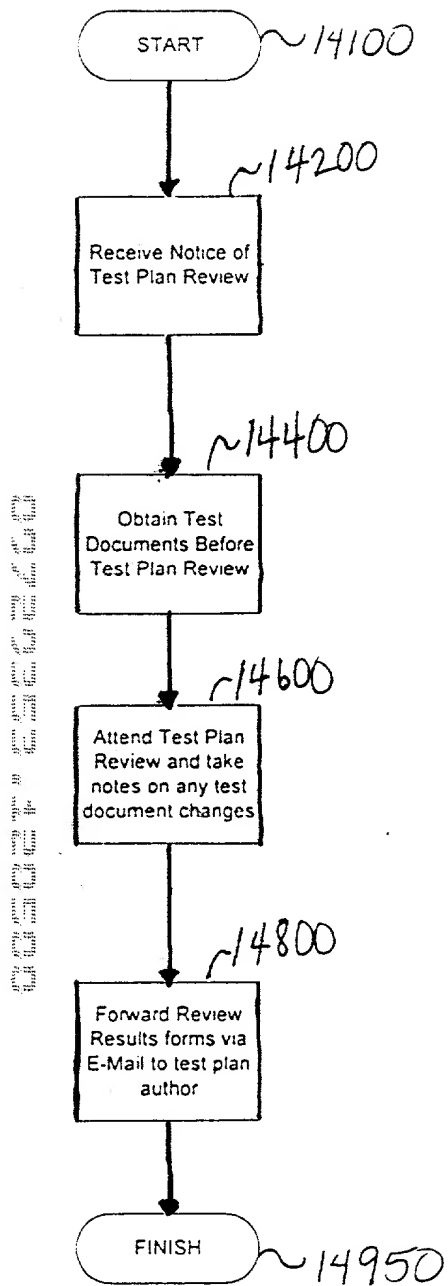


FIGURE 9

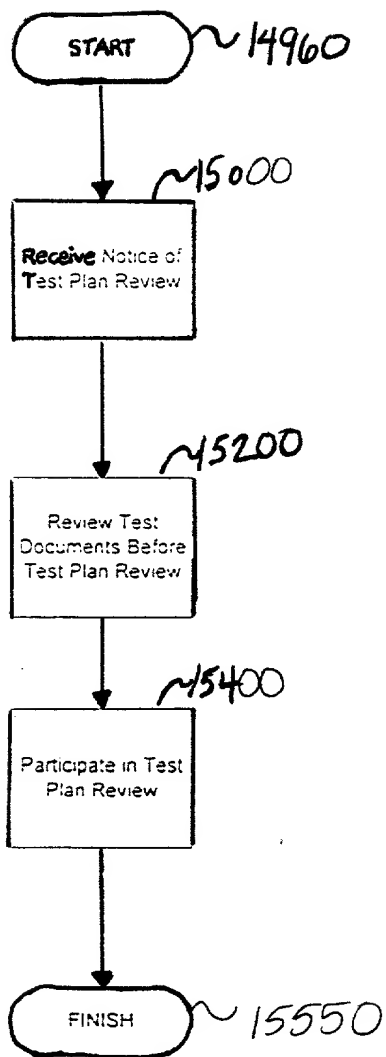


FIGURE 10

I INTRODUCTION/OVERVIEW

A Objectives

B Risks, Contingencies, Assumptions

C Description of System/Environment

D Conditions and Constraints

E Approvals and Sign-offs Required

F Glossary of Terms

II STRATEGY AND APPROACH

A Test Environment

B Overall Test Approach and Scope of Testing

1 Human Resources Requirements

III TEST EXECUTION

A Entrance Criteria for System Test

B Test Environment Requirements

C Resources

D Tools

E Organization for Testing

IV TEST SPECIFICATIONS

A Test Structure/Organization

Author:	Phone:
Revision:	Date:

FIGURE 11A

B Test Scripts

C Test Cases

D Test Schedule

E Test Completion Criteria

Author:	Phone:
Revision:	Date:

FIGURE 11B

- I Unique identifier
- II Name
- III Description – Generic function being tested
- IV System or subsystem being tested
- V Cross References
 - A Test Cases
 - B Specific feature/function being tested
 - C Cycle (where applicable)
- VI Initial conditions for starting script (where applicable)
 - A Interdependencies with other tests
 - B Necessary predecessor tests
- VII Input data sources (where applicable)
- VIII Priority – H/M/L (importance of completing test script)

Author:	Phone:
Revision:	Date:

FIGURE 12

- I Unique identifier
- II Name
- III Description
- IV Cross Reference to Test Script
- V Input Data Values
- VI Detailed Test Steps
 - A Setup
 - B "Body" of test
 - C Shut down – evaluate test and restore system to initial state so next test case can be run
- VII Expected Results
- VIII Actual Results
- IX Pass/Fail Indications
- X Defect Tracking or Problem Report Reference if Test Case Failed

Author:	Phone:
Revision:	Date:

FIGURE 13

Testing Verification Process

Test Plan Review Checklist

Site . _____

Business Application or
Infrastructure Component . _____

Completed By . _____

Date _____

A. Introduction/Overview

Subject	Y/N	Comment
1. Is the Test Plan template being used ?		
2. Are all test plan documents clearly labeled as "Confidential & Proprietary – For Internal Use Only"?		
3. Are the objectives of the test plan clearly stated and do they appear reasonable?		
4. Does the test plan state all significant risks which may affect testing and do they appear reasonable? Are there any additional risk which should be added?		
5. Does the test plan have contingencies which address the risks associated with testing and do they appear to adequately address the risks?		
6. Are all significant assumptions regarding testing clearly stated and do they appear reasonable?		
7. Does the test plan adequately and clearly describe the general hardware and software environment in which this system or component normally runs?		
8. Does the test plan describe the general conditions which will be tested?		
9. Have personnel with business domain expertise been sufficiently involved with development of the test plan to ensure that it adequately tests all important functionality of the system or component being tested?		
10. Are both the business unit and IT management required to sign off on the test plan?		

FIGURE 14A

Additional:

B. Strategy and Approach

Subject	Y/N	Comment
1. Is the overall approach to the testing environment clearly stated for both mainframe and non-mainframe testing?		
2. Based on the overall strategy for testing at this site, does the testing environment appear adequate?		
3. Is the scope of testing clearly set out in the test plan?		
4. Does the test plan describe the functions which will be tested?		
5. What is the breadth of functional coverage planned in testing this system or component? Is the determination of functional coverage based on a risk assessment of the system or component?		
6. Is the depth and thoroughness of testing of each function based on a risk assessment of each function?		
7. Is there a description of the overall approach to testing the system?		
8. Given the type of _____ remediation strategy chosen for this system, does the test plan include an adequate number of different testing dates to verify proper operation of the system?		
10. Are human resource requirements for testing stated in terms of how many, what type, and when?		
11. Does the testing strategy include a high level schedule for testing of software?		

FIGURE 14B

Additional:

C. Test Execution

Subject	Y/N	Comment
1. Does the plan state the conditions that need to exist before the test can begin?		
2. Does the plan describe the detailed hardware and software environment which must be in place for testing to take place?		
3. Does the plan specify specific resources needed to execute the test? For example, the number of workstations, printers, a separate room, etc.		
4. If specific testing tools are to be used for testing, does the plan describe them and how they will be used?		
5. Does the plan describe how personnel will be organized to support and execute the test plan? There may be a dedicated testing function which does this or a more ad hoc group of personnel will be put together to perform the testing.		
6. Since a complete test plan consists of a number of separate test scripts and cases, does the plan describe how all the scripts and cases are organized and documented?		
7. Is the test plan supported by a test schedule, in Microsoft Project format, which describes what tasks make up testing, who is responsible for completing them, and when they are expected to be completed?		
8. Does the test plan contain a clear description of what conditions have to be satisfied to consider the testing complete?		

FIGURE 14C

Testing Verification Process – Test Script-Case Review Checklist

Site : _____

Business Application or
Infrastructure Component _____

Completed By : _____

Date : _____

A. Test Scripts

Subject	Y/N	Comment
1. Does each test script have a unique name and identifier ?		
2. Are all test script documents clearly labeled as "Confidential & Proprietary – For Internal Use Only"?		
3. Does each test script have a description?		
4. Does the test script description clearly state the general conditions which are being tested?		
5. Does the test script describe conditions which can be unambiguously tested?		
6. Does the test script adequately cover the scope, extent, and variations of the conditions being tested?		
7. Does the test script reference the system or component being tested, and, if necessary, the subsystem?		
8. Does the test script contain references to all the test cases related to it?		
9. Does the test script describe any detailed features and functions being tested as part of the general conditions being tested?		
10. Where testing is dependent on particular processing cycles, is the cycle information stated?		
11. Are the initial conditions which must be present to execute the test script clearly stated?		
12. Are any interdependencies with other tests or necessary predecessor tests described? Examples are concurrent tests of related systems and subsequent tests which cannot begin before this test is completed		

FIGURE 15A

Subject	Y/N	Comment
13. Are any file input data sources necessary for this test defined?		
14. Has the importance to the overall test plan of completing this test script been prioritized as high, medium, or low?		
Additional:		

B. Test Cases

Subject	Y/N	Comment
1. Does each test case have a unique name and identifier?		
2. Are all test case documents clearly labeled as "Confidential & Proprietary – For Internal Use Only"?		
3. Does each test case have a description?		
4. Is each test case cross referenced back to its associated test script?		
5. Are any specific input values needed to execute the test script clearly stated?		
6. Does the test case specify the detailed steps needed to set up the environment so the test case can be executed?		
7. Does the test case describe the detailed steps for its execution?		
8. Does the test case describe how to evaluate the results of the test and then restore the system to the state needed to execute the next test case?		
9. Does the test case contain a clear description of the expected results?		
10. Does the test case require a description of the actual test results obtained from the test?		
11. Does the test case require a PASS/FAIL indication for test results?		
12. If the test case fails, is there a method to reference the failed test to a tracking log or problem report?		
Additional:		

FIGURE 15B

TESTING VERIFICATION PROCESS – TEST SCRIPT-CASE REVIEW RESULTS

Site: _____

Application/Component: _____

Review Facilitator: _____

Review Date: _____

Sec. /Page Ref.	Description of Change	Action Taken	Completed by/ Date	Reviewed by/ Date

FIGURE 17

Test Plan Approval

Site Name: _____

System or Component Name: _____

By signing this form you are indicating your formal approval of the test plan for the system or component named above.

IT Organization		System/Component Owner's Organization	
<Name> <Title>	Date	<Name> <Title>	Date
<Name> <Title>	Date	<Name> <Title>	Date
<Name> <Title>	Date	<Name> <Title>	Date

FIGURE 18

Testing Verification Process – Test Results Review Checklist

Site _____

Business Application or
Infrastructure Component _____

Completed By
(Print name/title and sign) _____

Date _____

A. Verifying Test Results

To verify test results select a sample of tests from functions on the test plan and also some additional tests from a sample using the test scripts. The selected test plans will be traced forward to the test scripts, test cases, and test results. The selected scripts will be traced back to their corresponding test plans and forward to the test cases and test results.

The selection criteria should be functions and scripts assumed to have significant date functionality.

Subject	Y/N	Comment
1. Can the test plans be tied into the test scripts and cases?		
2. Can the test results be matched with the test scripts and cases that were used for the test?		
3. Are the actual results of each test script and case documented?		
4. Has the tester indicated whether the test passed or failed?		
5. Has the tester initialed/signed and dated the test results?		
6. Is a problem log used for all test cases that failed?		
7. Have all of the problem log issues for this application or component been corrected and re-tested successfully?		
8. Have all of the dates listed in the test scripts and test cases been completed?		
9. If the above dates were not tested, have the reasons for their exclusion been documented?		
10. Do the test results show that testing has been completed, if applicable?		

FIGURE 19.